



2008219.01

**BEREA CITY SCHOOL DISTRICT  
NEW ELEMENTARY SCHOOL**

**Tuesday, March 10, 2009**

**In Attendance**

J. Grosse .....Business Manager  
R. King.....GPD Associates  
Planning Committee ..... Per Sign-In Sheet

**Distribution**

All in Attendance  
M. Salopek.....GPD Associates

The following is a brief list if items discussed:

- It was noted that there were no corrections to the previous minutes apart from a comment that it was not general consensus that lockers in the classrooms was acceptable.
- A PowerPoint presentation of Classrooms of the Future was shown.
- As a follow-up to one point in the previous meeting, R. King asked whether ESL should be considered as something that may have increasing demand by adults in the community. Space for this could therefore be part of the community-available facilities in the building.
- R. King next went on to explain the typical OSFC Program of Requirements template and solicited input from the Committee. As a precursor, R. King explained that typically the space allocated per student determines the size of the building. In order to calculate the number of classrooms, the following formula is often used as a basis:

$(\text{Total student count} - \text{Special Ed students})/6 = \text{number of students per grade level}$

$\text{Number of students per grade}/22 = \text{number Kindergarten rooms}$

$\text{Number of students per grade}/25 = \text{number regular classrooms}$

- In Berea, it is noted that the following have been applied (by contract):

Kindergarten & 1<sup>st</sup> grade = 24

2<sup>nd</sup> & 3<sup>rd</sup> grade = 26

4<sup>th</sup> & 5<sup>th</sup> grades = 28



- Considerable attention was then paid to Special Ed. Again the question came up as to what units would be housed at this building as it affected the number and size of rooms. It was noted that a Special Ed "wing" was not wanted but rather the rooms should be spread through the grades. Inclusion is the preferred model but there should be pull-out rooms per grade level for small group instruction.
- It is noted that Gifted has a maximum of 20 students per class. The number of classes could vary, however.
- It was agreed the 900 square foot rooms may be the model to use as a basis of space allocation as 900 could be sub-divided to 2 x 450 square foot rooms for small groups.
- Administration areas: spaces were adjusted in the template to suit the input from the Committee.
- Media Center – after discussion on whether to retain the computer lab or not, it was agreed that the space allocation per the template was suitable. It is noted that the space allocation for the Media Center had been increased by 500 square feet at the District's request.
- Art: It was agreed that two rooms should be provided. The size of the rooms was appropriate due to the fact that a larger area is generally required for art projects.
- Music: the template was adjusted to reflect two rooms. It was suggested that the stage could function as a 3<sup>rd</sup> space but the point was also raised that this needed to be used for After Care. The equivalent of 2 x 900 sq.ft rooms was required for After Care.
- The next meeting will be Thursday, March 12, 2009, at 4:00 p.m. It was agreed that the discussion on the spaces and sizes would be resumed at that meeting.

The preceding is GPD Associates interpretation of the meeting. Any changes, additions, or clarifications should be forwarded to our office as soon as possible. Unless these changes are furnished within ten (10) working days, it will be understood that all parties are in agreement with the preceding statements.

Respectfully submitted,  
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